

## NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S.) § 41101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF ENVIRONMENTAL QUALITY

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
PASI - Program Information Collection  
Identification Number: 0082.000
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Date of document: January 3, 1996  
Effective date: January 3, 1997
3. **Summary of the contents of the substantive policy statement:**  
The policy provides specific instructions to be followed by the ADEQ Preremedial and Site Assessment Hydrology units in collecting information relevant to their assigned sites/facilities and provides procedures for evaluating confidentiality claims, if any, by the owners/operators of these sites/facilities.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
New statement.
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Jeff Kulon  
Manager, Remedial Projects Section  
  
Address: Waste Programs Division  
Department of Environmental Quality  
Waste Programs Division  
3033 North Central Avenue  
Phoenix, Arizona  
  
Telephone: (602) 207-4181
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
Copies of this policy document are available at a cost of 10¢ per page from the Infincom Copy Center, ADEQ, 3033 North Central Avenue or at 25¢ per page from the Information Center Front Desk, Suite 100, ADEQ, 3033 North Central Avenue, Phoenix, Arizona 85012.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF ENVIRONMENTAL QUALITY

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Policy for Reconstructing Leaking Underground Storage Tank (LUST) Case File  
Identification Number: 0094.00
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
April 10, 1996

*Arizona Administrative Register*  
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3. **Summary of the contents of the substantive policy statement:**

The policy provides procedures for reconstructing LUST case files and requesting copies of documents from UST owners.

4. **A statement as to whether the substantive policy statement is a new statement or a revision:**

New statement.

5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Quinn Thacker  
Address: Department of Environmental Quality  
3033 North Central Avenue  
Phoenix, Arizona

6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Hazardous Waste Confidential File Management Policy

Identification Number: 0095.00

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

February 28, 1996

3. **Summary of the contents of the substantive policy statement:**

The policy establishes roles and responsibilities for management of confidential files within the Hazardous Waste Section to ensure compliance with site statutes and rules and uses policy #0032.000 to determine which documents are confidential.

4. **A statement as to whether the substantive policy statement is a new statement or a revision:**

New statement.

5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Patrick Kuefler  
Manager, Hazardous Waste Section  
Address: Department of Environmental Quality  
3033 North Central Avenue  
Phoenix, Arizona

Telephone: (602) 207-4103

6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Air Quality Division Permits Section Public Notice - Public Hearing Policy

Identification Number: 0096.00

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2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
May 8, 1996
3. Summary of the contents of the substantive policy statement:  
This policy documents the internal AQD Permits Section procedures for public notices and conducting public hearings. It also specifies when a public hearing should be conducted.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
New statement.
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Prabhat Bhargava  
Manager  
  
Address: Permits Section, Air Quality Division  
Department of Environmental Quality  
3033 North Central Avenue  
Phoenix, Arizona  
  
Telephone: (602) 207-2329
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Air Quality Division - Mass Emission Testing Policy  
Identification Number: 0102.00
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
June 5, 1996
3. Summary of the contents of the substantive policy statement:  
The policy facilitates consistent application by ADEQ staff of testing requirements for similar sources. The policy outlines the frequency with which sources must conduct testing pursuant to the Arizona Testing Manual (A.A.C. R18-2-101.1) The policy applies only to major sources.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
New statement.
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Prabhat Bhargava  
Manager  
  
Address: Permits Section, Air Quality Division  
Department of Environmental Quality  
3033 North Central Avenue  
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**DEPARTMENT OF ENVIRONMENTAL QUALITY**

**1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Air Quality Division - Major Source New Source Review Permit Notification to Federal Land Managers Policy  
Identification Number: 0103.00

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

June 5, 1996

**3. Summary of the contents of the substantive policy statement:**

This policy outlines the procedures used to facilitate the participation of federal land managers and the U.S. Fish and Wildlife Service in certain permitting processes.

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

New statement.

**5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Prabhat Bhargava  
Manager  
  
Address: Permits Section, Air Quality Division  
Department of Environmental Quality  
3033 North Central Avenue  
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